

# **BOARD OF SELECTMEN APPROVED MINUTE DISTRIBUTION LIST**

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(selectmenLDrive) Minute Cover Sheet

# **BOARD OF SELECTMEN & SEWER COMMISSIONERS'**

## **MEETING MINUTES**

*Public Safety Building: Chief's Conference Room*

May 05, 2008

6:00 PM

Present at the meeting were Selectmen Rosenzweig, Magee, Knibbe, Berry and Friedrichs, Town Manager Steve Ledoux and Recording Secretary Maryjane Kenney

### **CITIZENS' CONCERNS**

None

### **PUBLIC HEARINGS AND APPOINTMENTS**

#### **6:00 BOARD REORGANIZATION**

Selectmen Rosenzweig will formally announce the Board Reorganization at the May 12, 2008 Board Meeting.

#### **6:05 BOARD LIAISON ASSIGNMENTS**

The Board is continuing work on their Liaison assignments.

#### **6:20 PROPOSED BOARD OF SELECTMEN CALENDER FOR MEETINGS MAY 2008-APRIL 2009**

The May 2008-2009 Board of Selectmen calendar has been accepted.

#### **6:25 BOARD OF SELECTMEN GOAL SETTING WORKSHOP**

**From:** Steven L. Ledoux, Town Manager

**CC:** Manager Office, Department Heads, Boards and Commissions

**Date:** May 8, 2008

**Re:** Results of Selectmen's Annual Goal Setting.

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Below, please find the results of the Annual Goal Setting exercise held on May 5, 2008, in the Police Chief's Conference Room at the Acton Public Safety Facility. The Goal Setting process utilized was the Group Nominal Technique. 31 potential goals were identified. Members of the Board were asked to pick their top five goals in rank order. Points were assigned to goals as follows:

# 1 priority = 5 points

# 2 priority = 4 points

# 3 priority + 3 points

#4priority=2points

#5 priority = 1 point

## **Goal Setting Results**

1. Focus on Greening Acton, including reviewing bylaws and regulations ( 17 points)
2. Develop more open and understandable budget process. (15 points)
3. Develop 3 – 5 year financial plan for both capital and operational budgets with buy-in from all parties and utilize such to set fiscal policy. (13 points)
4. Acquisition of open space ( 7 points)
5. (tie) ( 4 points )
  - Reinstitute Joint Board meetings with FinCom and Schools
  - Limit residential growth
  - Expand Senior Relief Program

Other items receiving consideration: Improve Town Meeting (3 points); Resolve traffic problems (2 points); Address commuter parking (2 points); BoS focus on policy (2 points); Expedite rehabilitation of historic properties (1 point); Retain small town feel (1 point)

## **SELECTMEN'S BUSINESS**

### **MEMORIAL DAY OBSERVANCE AND CEREMONIES**

Ceremonies discussed and accepted. Announcement will be put on the web and sent to the Beacon for publication.

## **CONSENT AGENDA**

All items on the consent agenda were approved.

6. Committee appointment, Historical commission, Mr. Bradford Maxwell, one year term, Associate appointment.
7. Committee appointment, Comprehensive Community Plan Outreach Committee Member, Ms. Rajani Lakhani, the term ends at completion of task.
8. The Board approved obsolete materials disposal, Acton Memorial Library, request from 3/26/09 and 4/24/08.
9. The Board approved obsolete materials disposal, computer monitors of a request from Acton Memorial Library.
10. The Board approved obsolete materials disposal, request from West Acton Citizens' Library.
11. The Board approved continuation of Commuter Parking Program at Jones Field for an indefinite period of time until the Board decides to revisit the Program.

12. The Board accepted a gift from the Board of Health, donations of food to the Wellness University Program from Donelan's Supermarket, \$50.00, TD's Deli, \$250.00, Dunkin Donuts, \$50.00, FANS, \$50.00 and Very Fine, \$50.00.
13. The Board accepted a gift from the Gallant family offering to donate a Millstone originally located on Isaac Davis Way, and now at 199 Great Road, for placement on Acton Common, Town Property.
14. The Board accepted a gift for the Recreation Department in the amount of \$25.00 from the Capelli Salon to help fund the Spring Family Campout at NARA PARK.
15. The Board accepted a gift for the Recreation Department, a free concert from the US Air Force Band of Liberty to be held on the 4<sup>th</sup> of July at NARA Park.
16. The Board accepted a gift for the Recreation Department of \$250 from Graham & Harsip, P.C. Attorneys at Law to be used to fund Summer Concerts at NARA Park.
17. The Board accepted a gift for the Recreation Department of \$50 from Acton Medical Associates, to be used to fund Summer Concerts at NARA Park.
18. The Board accepted a gift from the Recreation Department, a pledge from Big Fish Promotions (Marketing Company for Dunkin Donuts) of free beverage samples at the July 31<sup>st</sup> Family Fun Night Concert valued at \$2,500 and \$500 to be used to fund the Summer Concert Series.
19. The Board accepted a gift from the Recreation Department of a pledge from Big Fish Promotions (Marketing Company for Dunkin Donuts) of free beverage samples for Acton Day at NARA valued at \$2,500 and \$500 to be used to fund Acton Day, 2008.
20. The Board accepted a gift from the Recreation Department of a pledge from Big Fish Promotions (Marketing Company for Dunkin Donuts) of free beverage samples valued at \$2,500 and \$500 to be used to fund July 4<sup>th</sup> at NARA PARK.
21. The Board approved a confidential request of a fee waiver for a Nara Park Beach pass.
22. The Board approved a confidential donation of the Annual Selectmen's Concert to be held at NARA.

## **EXECUTIVE SESSION**

None

### **MINUTES PENDING VOTES**

March 3

March 31

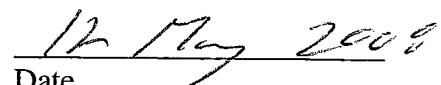
April 22, Regular and Executive Session, 2008

### **PENDING COMMITTEE APPOINTMENTS**

Antoinette Hershey, Conservation Commission, Associate Member

\_\_\_\_\_  
Recording Secretary

  
\_\_\_\_\_  
Andrew D. Magee, Clerk

  
\_\_\_\_\_  
Date

**BOARD OF SELECTMEN & SEWER COMMISSIONERS'**  
**MEETING AGENDA**

*Public Safety Building: Chief's Conference Room*

May 05, 2008

6:00 PM

**I. CITIZENS' CONCERNS**

**II. PUBLIC HEARINGS AND APPOINTMENTS**

1.   **6:00   BOARD REORGANIZATION**  
Announce Board Officers
2.   **6:05   BOARD LIAISON ASSIGNMENTS**  
Enclosed please find materials in the subject regard, for Board consideration.
3.   **6:20   PROPOSED BOARD OF SELECTMEN CALENDER FOR MEETINGS MAY  
2008-APRIL 2009**
4.   **6:25   BOARD OF SELECTMEN GOAL SETTING WORKSHOP**  
Enclosed please find materials in the subject regard, for Board consideration.

**III. SELECTMEN'S BUSINESS**

5.   **MEMORIAL DAY OBSERVANCE AND CEREMONIES**  
Enclosed please find materials in the subject regard, for Board consideration.

**IV. CONSENT AGENDA**

6.   **COMMITTEE APPOINTMENT, HISTORICAL COMMISSION, MR.  
BRADFORD MAXWELL, ONE YEAR TERM, ASSOCIATE APPOINTMENT**  
Enclosed please find materials in the subject regard, for Board consideration.
7.   **COMMITTEE APPOINTMENT, COMPREHENSIVE COMMUNITY PLAN  
OUTREACH COMMITTEE MEMBER, MS. RAJANI LAKHANI, TERM COMPLETION  
OF TASK**  
Enclosed please find materials in the subject regard, for Board consideration.
8.   **OBSOLETE MATERIALS DISPOSAL, ACTON MEMORIAL LIBRARY, REQUEST  
FROM 3/26/09 AND 4/24/08**  
Enclosed please find materials in the subject regard, for Board consideration.
9.   **OBSOLETE MATERIALS DISPOSAL, COMPUTER MONITORS, ACTON  
MEMORIAL LIBRARY**  
Enclosed please find materials in the subject regard, for Board consideration.

**10. OBSOLETE MATERIALS DISPOSAL, WEST ACTON CITIZENS' LIBRARY**

Enclosed please find materials in the subject regard, for Board consideration.

**11. CONTINUATION OF COMMUTER PARKING PROGRAM AT JONES FIELD FOR AN INDEFINATE PERIOD OF TIME**

Enclosed please find materials in the subject regard, for Board consideration.

**12. ACCEPT GIFT, BOARD OF HEALTH**

Enclosed please find donations of food to the Wellness University Program from Donelan's Supermarket, \$50.00, TD's Deli, \$250.00, Dunkin Donuts, \$50.00, FANS, \$50.00 and Very Fine, \$50.00, for Board consideration.

**13. ACCEPT GIFT, FROM THE GALLANT FAMILY**

Enclosed please find a letter from the Gallant Family offering to donate a Millstone originally located on Isaac Davis Way, and now at 199 Great Road, for placement on Acton Common, Town Property, for Board consideration.

**14. ACCEPT GIFT, RECREATION DEPARTMENT**

Enclosed please find a gift in the amount of \$25.00 from the Capelli Salon to help fund the Spring Family Campout at NARA PARK, for Board consideration.

**15. ACCEPT GIFT, RECREATION DEPARTMENT**

Enclosed please find a gift a free concert from the US Air Force Band of Liberty to be held on the 4<sup>th</sup> of July at NARA Park, for Board consideration.

**16. ACCEPT GIFT, RECREATION DEPARTMENT**

Enclosed please find a gift of \$250 from Graham & Harsip, P.C. Attorneys at Law to be used to fund Summer Concerts at NARA Park, for Board consideration.

**17. ACCEPT GIFT, RECREATION DEPARTMENT**

Enclosed please find a gift of \$50 from Acton Medical Associates, to be used to fund Summer Concerts at NARA Park.

**18. ACCEPT GIFT, RECREATION DEPARTMENT**

Enclosed please find a pledge from Big Fish Promotions (Marketing Company for Dunkin Donuts) of free beverage samples at the July 31<sup>st</sup> Family Fun Night Concert valued at \$2,500 and \$500 to be used to fund the Summer Concert Series, for Board consideration.

**19. ACCEPT GIFT, RECREATION DEPARTMENT**

Enclosed please find a pledge from Big Fish Promotions (Marketing Company for Dunkin Donuts) of free beverage samples for Acton Day at NARA valued at \$2,500 and \$500 to be used to fund Acton Day, 2008, for Board consideration.

**20. ACCEPT GIFT, RECREATION DEPARTMENT**

Enclosed please find a pledge from Big Fish Promotions (Marketing Company for Dunkin Donuts) of free beverage samples valued at \$2,500 and \$500 to be used to fund July 4<sup>th</sup> at NARA PARK, for Board consideration.

**21. CONFIDENTIAL REQUEST, FEE WAIVER, NARA PARK BEACH PASS**

Enclosed please find confidential materials in the subject for Board consideration.

**22. ACCEPT GIFT – DONATION OF ANNUAL SELECTMEN'S CONCERT AT NARA (CONFIDENTIAL DONOR)**

Enclosed please find a gift of the Selectmen's Concert for Board consideration.

**V. EXECUTIVE SESSION**

**ADDITIONAL INFORMATION**

Enclosed please find additional correspondence that is strictly informational and requires no Board action.

**MINUTES PENDING VOTES**

March 17, March 31

April 22, Regular and Executive Session, 2008

**PENDING COMMITTEE APPOINTMENTS**

Antoinette Hershey, Conservation Commission, Assoc. Member

Bradford Maxwell, Historical Commission, Associate Member

## **Board of Selectmen Minutes March 31, 2008**

**Present:** Dore' Hunter, Lauren Rosenzweig, Andrew Magee, Peter Berry was absent, Paulina Knibbe, Town Manager Ledoux was in attendance, Christine Joyce, Recording Secretary. The meeting was televised.

### **CITIZEN CONCERNS**

None Expressed

Steve spoke about the funds voted by the Cemetery Commissioner's and suggested their budget be increased \$6,000 to reflect the money that the Commissioner's added. ANDREW MAGEE – Moved to increase the Cemetery Budget by \$6,000. LAUREN ROSENZWEIG – second. UNANIMOUS VOTE

Steve spoke about his review of the applicants for Highway Supt. He has hired Russell Robinson to serve as Interim Supt. for 6 months beginning on May 1st. Russell will be reviewed in 6 months time prior to being elevated to Highway Supt.

Steve reported on the status of the HR position. He is reviewing the applications at this time.

### **PUBLIC HEARINGS**

#### **ALEXAN CONCORD, 40B PROJECT PRESENTATION**

Rob Hewitt of Trammel Crow was present to give the Board an overview of the project. They had presented some preliminary plans in June of last year and wanted to update the Town on the comments and some of the changes and modifications that have been made in response to those comments and questions.

Mr. Hewitt presented their story boards on the make-up of the development team and the work that they have done as a multi-residential development company. They were awarded top builders designation.

The site is roughly an L shape and the owners have sold the site to them and they put the site under contract about a year or so ago. They have a residential neighborhood as abutters. Sudbury Road will be the access to the project.

They have applied to Mass Housing for the site eligible letter and they have received it and it was sent to the Town early in December. They have gone thorough a full MEPA review and a certification has been given to them that no more items needed to be reviewed by them.

The site is 30 acres and 26 of the acres are in a flat area. There are low areas on site down by the Assabet River. They wanted to tie those lands into Conservation land. They want the open space to be adequate and they feel that there will be enough the



way it is presented. They have 350 units in two types of structures. Three story with 28 units per building. Parking is at surface and interior. They will have a club house with fitness, pool and community uses. They propose to build them in a quad placement with some town homes that will have one, two and three bedrooms. 25% of the units will be affordable. The site plan will have amenities such as tot lot and tennis courts. They have performed studies over time in conjunction with the traffic report to make sure that single entrance will be safe and will not overload the infrastructure. Concord has been working though the process and Concord is supportive of this and feels that there is a need for affordable and market rate units to fill a need in the area. There are not many sites in Concord and feel it is a good site. Concord will get affordable units toward their affordable housing requirements.

Mr. Hewitt said they will be improving the current road. They propose to flatten the grades and noted the road sheds water across it as it goes down the hill and they propose that it be crossed into drainage. They will bring safety changes to the project. The cost is \$7,000-\$8,000 to do the roadway work to provide a safe and pleasant entrance to the development. He spoke about the warrant analysis that meets the criteria from the State for a traffic light to be installed at Powder Mill and Sudbury Road, and will pay their fair share toward the light.

Mr. Hewitt noted that at the Powder Mill Road at High Street lights will be retimed and they will pay for that also.

Mr. Hewitt spoke about where the traffic from the development will go. They have spent a great deal of time reviewing this. He gave an overview of a Trip Distribution Map. Mr. Hewitt said that residentials don't tend to have peak hours. He suggested that in the morning there would be 3 cars a minute. They are looking at shuttle and car pooling to the railroad station. They will encourage people to find alternatives to get to the Rail Road lot.

Mr. Hewitt said that the site will not be on Town of Concord Sewer, but will have a treatment plant on the property. They are working with DEP to address ground water. Storm water will be handled on site with surface swales.

The have come a long way since they came to present this project to the Board last year. They have meet with Appeals Board and want to get the development functional for the Town of Acton.

Dore' asked about Fire and Police access. They have been talking to the Town of Concord and that Concord has town owned property in that area as well as access to the Thoreau Club. The emergency access will be discussed further with Concord's Power and Light Dept. that currently has parking and would provide a place into the site. The proposed access will be gated and use Opticon to open the gates. This is smaller development than Avalon. Dore' spoke about mutual aid that might be asked for by Concord.

The emergency access was discussed with the area Fire Chief's. Concord feels that there will be a handful of times that they would need to ask for help. They will use Opticom on the closed gates, and they will need to make sure they are working on the same system that we currently have in our emergency vehicles.

Paulina asked why the access is in Acton when it could be on Concord Light and Power property. Mr. Hewitt said that the Forrest Ridge Association owns the private road and would need to grant them the permission to do that. They also have deed restrictions and they are not willing to provide the access. Paulina asked if there was another 40B being proposed in that area and will that also be coming through Acton. To Mr. Hewitt's knowledge some one has applied for Housing approval. It is his understanding that it is the Forrest Ridge Condo owners.

Paulina asked if they would be willing to place a deed restriction on the streets in this development from also using the Sudbury Road access. Mr. Hewitt expressed a willingness to do this.

If Concord approves their plan Concord will not need to accept any other 40B's until 2010.

Paulina noted the availability of affordable rentals in Acton. Paulina spoke about the traffic speed and removal of sidewalks.

Mr. Hewitt said that there are benefits to Acton and that Acton wanted to share the affordable units. He felt that those discussions were continuing. Mr. Hewitt spoke about the reconstructed roadway and he will need to talk to the Town Engineer and Traffic Consultant. He said they are not removing sidewalks. They are committed to work with the town to put those sidewalks where they should be. As part of the permitting process they will be addressing this. He has spoken to the business owners on Route 62 and they support this development.

Paulina said that sidewalks on High Street need to be addressed and this project will have a big impact on High Street. She encouraged them to think more broadly.

Paulina noted that there are intersections already at Level F and it will continue to get worse.

Mr. Hewitt spoke about the peer review process in Concord, and that it covered everything and offered a copy to the Board.

Lauren asked about the Peer Review conducted in Concord. Lauren asked if this review was just for Concord. They offered it to the other towns to review and would look at the whole area not just Acton.

Andy said that Paulina's comments answered most of his questions. Andy said that we would have trouble approving a 40B with no housing in Acton. He said that we are being asked to make a decision and need to get to the benefits and is surprised by Concord's letter saying that they need the units to stay at their 10%. If we don't approve this 40B Concord gets zero out of this. Side walks are needed this is a large residential area and business area. We need to have a sidewalk that does not put people at risk. 19% of the traffic is up High Street. He urged them to think more broadly to get us past the fact that we would be approving a 40B with no housing. That is the answer that sticks with the people as well as traffic concerns. Andy spoke about the proposed traffic light and that it is justified now, but it is not on our radar at this time, but will probably change once this project is built. Andy asked if they will meet the code on drainage. Their engineer spoke

about the drainage and they plan on crowning the road; the drainage will lead into the catch basins.

Ian Gillespie is the Concord connection; he is a developer in Concord and was looking at the site at the same time as Trammel Crow was. His motivations were to see a project properly done in Concord. Concord only has about 400 housing lots left in town. Mr. Gillespie does not think Concord has shut the door on sharing some of the housing with Acton.

Andy noted that Concord will not support the 10% to be given to Acton. Andy feels the 10% is reasonable. Concord will still get the benefit as well. Andy thinks we can hear what a great project it is but feels we are in an odd position to be voting on a 40B with no housing in Acton. Mr. Gillespie was sure that there was still room to negotiate with Concord.

Dore' read the letter from Concord about the Sudbury Road access. Dore' spoke about traffic mitigation to get to High Street and Parker. Dore' said that we will have to consider keeping heavy traffic of High Street. He noted the tone of the letter received today and does nothing to support this project with the Town of Acton. Dore' noted he is somewhat upset with the letter. He said that there needs to be good pedestrian traffic flow in the morning up and down 62. We need to do something on the High Street/Parker Street to handle the increased traffic. He said that his opinion was that Concord offered us nothing. Dore' said that we want traffic mitigation.

Mr. Hewitt noted he has not seen the letter that we received at 4:30 today from Mr. Howes, selectman from Concord. He asked that we look at it and then have a facilitated meeting with both parties. Mr. Hewitt said that it is his understanding that it will be discussed in Concord this evening.

Paulina noted she heard that the price of the land is at different densities, and noted that they will go to the highest density. She asked if Concord would consider going smaller.

Mr. Hewitt said that 350 units fit on the site and is acceptable. Paulina asked if there were any room to drop back to the 250 vs. 350 in lieu of the 10%.

Lauren wanted to know about traffic mitigation and pedestrian safety. She felt we needed to give ZBA our comments. Mr. Wagner noted that the date of April 2<sup>nd</sup> is not a drop dead date. It was noted the ZBA will continue the hearing, giving us more time to make recommendations to them.

Dore' suggested we need all possible and reasonable traffic mitigations and we should make a laundry list of what the Board would like to see, so we can prepare for the meeting. We don't have the ability to do that tonight.

Dore' asked the Manager talk to the chair of the ZBA and tell them if they go forward we want traffic mitigation and if they can, we can provide a better set of comments to them. Dore' suggested that Steve talk to Chris Whalen to see if there is any thing else we can do to work through this.

The attorney for Trommel Crow asked that perhaps a letter that said that we heard you on this and have the manager's meet. She also noted the important traffic problems. She suggested that we have a peer review when every thing is presented.

## **OPERATIONAL MINUTE**

Steve reported on the Municipal Supplement received today and will be available at Election tomorrow.

## **SELECTMEN'S BUSINESS**

### **TOWN MEETING DISCUSSION, COMMUNITY SERVICES COORDINATOR POSITION**

Dore' said we need to make a recommendation on this and what will be presented as our recommendation. Dore' thinks we should vote a No Recommendation on this and is prepared to make a statement of that the group brought this forward and they did a good job in this short amount of time. This would be a good time to let the town meeting know about the need now and going forward and expected it to come back at the next Annual Town Meeting.

Lauren complimented them on the good work they did preparing this proposal. She wanted to see what kind of questions would come from Town Meeting members, and if it does not get approved to refer them to the Town Manager and the new HR Person. If voted at town meeting the money will come from free cash.

Andy said the taxpayers came to us as residents with the need for the Community Services Coordinator Position. He will vote for this on town meeting floor as a citizen, but because of the questions he will vote as a Selectman to not recommend this Article.

Paulina would like to do something of this sort, and if town meeting should vote to accept it we will find the money if the Town says they want it. She is concerned that a message might be sent that if you want a new employee, you take it to town meeting.

Dore' said that we need to network this and hopes that no one will be denied services if they are not a resident.

LAUREN ROSENZWEIG - Move that we do not recommend funding of this position this year but that we do express at town meeting the need to explore this position in our town. ANDREW MAGEE - second UNANIMOUS VOTE

## **EMPLOYEE OF THE YEAR NOMINATION**

Steve outlined the nominees for Employees of the year. Steve spoke about Susan Paju of the Library and Daryl Powell in the Assessors office. He recommends both for Employee's of the year. LAUREN ROSENZWEIG – Moved to approve. ANDREW MAGEE – second. UNANIMOUS VOTE

## **COMMUNITY PRESERVATION COMMITTEE (FILING OF AMICUS BRIEF)**

Walter Foster spoke about the need to file the Brief and offered to help prepare it. Dore' said we need to file this and the problem is on the narrow issue they might make a ruling that applies to everybody.

Lauren noted she is not up to speed on the Newton Case. There is compromise to be presented by MAPC.

Paulina asked who was filing the Suit. A gentleman from Newton got the required 10 taxpayers needed to bring the case forward. Newton's project was a rehabilitation of a park with field refurbishment.

The filing of the Amicus is due April 21<sup>st</sup>.

ANDREW MAGEE - Moved to go forward to file the Amicus Brief as outlined in the memo from Town Counsel. LAUREN ROSENZWEIG - second. UNANIMOUS VOTE.

## **OTHER BUSINESS**

Lauren spoke about the 2008 Wellness University

Lauren spoke about the TAC SURVEY for the Shuttle and asked that it be put on the Web to find out what the patterns of traffic are in Acton.

Paulina noted the Sidewalk Committee meeting in April. They will be discussing the main arteries in town, such as Routes 27, 111 and 62.

Paulina also noted the one page Survey that will be at town meeting to determine what activities the residents would like to see at an expanded Senior Center.

Lauren spoke about the Community Visioning Session held last week. It was well attended and useful.

## **TOWN MANAGER'S REPORT**

None

## **CONSENT AGENDA**

None

## **EXECUTIVE SESSION**

ANDREW MAGEE – Moved to enter into Executive session to discuss Real estate transaction of sidewalks on Main Street, only to return to Public session to adjourn. ALL

AYES

  
Recording Secty

  
Clerk, Board of Selectmen

12 17 2008  
Date

**BOARD OF SELECTMEN  
MEETING AGENDA**

*Francis Faulkner Meeting Room  
Town Hall  
March 31, 2008  
7:00 PM*

**I. CITIZENS' CONCERNS**

**II. PUBLIC HEARINGS AND APPOINTMENTS**

**1. 7:02 OPERATIONAL MINUTE**

The Town Manager will provide a brief report on topics of interest.

**2. 7:03 ALEXAN CONCORD, 40B PROJECT PRESENTATION**

Enclosed please find materials in the subject regard, for Board consideration.

**III. SELECTMEN'S BUSINESS**

**3. TOWN MEETING DISCUSSION, COMMUNITY SERVICES COORDINATOR POSITION**

Enclosed please find materials in the subject regard, for Board consideration.

**4. EMPLOYEE OF THE YEAR NOMINATION**

Enclosed please find materials in the subject regard, for Board consideration.

**5. COMMUNITY PRESERVATION COMMITTEE, (CPC) FILING OF AN AMICUS BRIEF**

Enclosed please find materials in the subject regard, for Board consideration.

**6. OTHER BUSINESS**

**IV. TOWN MANAGER'S REPORT**

**V. CONSENT AGENDA**

**VI. EXECUTIVE SESSION**

7. There will be a need for an Executive Session to discuss Real Estate Negotiations.

**ADDITIONAL INFORMATION**

Enclosed please find additional correspondence that is strictly informational and requires no Board action.

**MINUTES PENDING VOTES**

March 3, 13, 17, 2008

**PENDING COMMITTEE APPOINTMENTS**

*Antoinette Hershey, Cons Com*

**BOARD OF SELECTMEN & SEWER COMMISSIONERS'**  
**SPECIAL MEETING AGENDA**

*Room 126*  
*March 13, 2008*  
*7:30 A.M.*

Present: Dore' Hunter, Lauren Rosenzweig, Andrew Magee, Paulina Knibbe, and Peter Berry. The Town Manager, Steven Ledoux was present. Recording Secretary; Christine Joyce. The meeting was not televised.

**CITIZENS' CONCERNS**

None

**OPERATIONAL MINUTE**

NONE

**PUBLIC HEARINGS AND APPOINTMENTS**

No Appointments

**SELECTMEN'S BUSINESS**

Dore' reported on the latest ALG meeting and that it was agreed to look at how we proceed going into next year's process. They discussed Peter Ashton's formula.

Steve had a series of sheets with lines drawn with what is taken off and what goes on.

Steve reviewed the ALG allocation and what is based on \$23,614,000 and they discussed the school budget of \$26,384,240. Steve made changes to the budget by adding in salary for the Veteran's Agent; this will be needed if we are forced in to having a full-time Veteran's Agent. Steve suggested we provide funding of \$30,000 for a full-time Agent, and noted so far that we have not had to hire a full-time Agent. Sunday Hours resumption at the library of \$5,000. That will give us Compensation Reserves for Fair labor Standard issues, overtime and to recruit some new department heads. Health Insurance was taken down and in essence it means we have \$1,054,538. Steve went through the capital by assigning a grade of ABC: A must have, B can get by. Steve spoke about these recurring expenses such as COA Van and Arts Council contribution.

Senior Center Expansion Advisory Committee has taken off their request of \$100,000 from the Warrant Article. The Main Street\Hayward Road project will

be funded at \$50,000. Brook Street remains at \$60,000. NARA Changing Rooms and the Community Shuttle at \$20,000,. Compost Toilet at Camp Acton was taken off. The Master Plan brought down to \$90,000. They will not be replacing cars or funding the ESCO project, side walk plow and the Aerial ladder Truck.

Andy spoke about the Fire Overtime and reduced it \$21,000, to about a 7% increase versus 12.8%. Dore' suggests we have a trip wire in place to monitor the Overtime. Paulina said we could save a little money and agreed. Dore' did want the trip wire in place so we can act on it in a timely manner.

Manager Budget: Andy noted the legal Budget is \$577,000. We spent \$411,000 and we are level budgeting this year. He asked if we could take off \$27,000. It was agreed.

275th Anniversary budget to be deleted at Andy's suggestion. Dore' said we should keep some money. It was decided to keep some money and have a home grown celebration for the 275<sup>th</sup> Celebration, perhaps at NARA with Fire Works. It was decided to take \$10,000 out of it.

Paulina spoke about the Veteran's Agent position and felt we should not add funds. Lauren said we could wait until we are sued, but felt we needed to have this funded. Dore' reported on the State's reviewing of who has an agent or not. The Vet's Association wanted to have a well paid Agent. This is some thing the town pays. We may get back reimbursement after two years if the paper work is correct. Lauren said we needed to fund this. Paulina said this is not the time to put it in. We can address next year. If we need it we will fund it under bottom line budget.

Paulina wanted to restore the Sunday Library Hours. We need to keep in.

Paulina said we need to review the structure in the Compensation Reserve.

Andy spoke about the need for the three requested positions. We are supporting one Police Officer and a Deputy Police Chief. Paulina wanted to retain the Police Officer and would not support the Asst. Planner. Andy said we have requests to move forward with new projects that have been funded in past Town Meetings. We can't get projects done because of staffing issues. The Asst. Planner position needs to be funded. Lauren was comfortable with the items.

Peter said that his concerns were addressed and we are financially prepared to go forward with both Main Street/Hayward and Brook Street. Peter said if the Street lights would save money we need to fund it.



They agreed to hire the 3 employees and bond the fire equipment. Andy said we should buy the Ambulance outright and bond the Fire truck. Paulina said we could put \$300,000 down and bond \$500,000. Andy agreed as did Dore'.

ANDREW MAGEE – Moved to pay for the ambulance outright from the Ambulance revolving fund, and ladder truck \$300,000 and to bond the remaining \$500,000. LAUREN ROSENZWEIG –second. UNANIMOUS VOTE

Second page reoccurring expenses; take 27 K out of Legal. Second page balance carried forward 1,054,538. We have discussed and we will vote it later

Paulina spoke about the page with Non-reoccurring items and is comfortable with removing the Senior Center request at this time of \$100,000.

The Board spoke about the Brook Street shaving down and we would need to redo the Main street sidewalks if it was leveled after the installation of the Sidewalks. Dore' said that Brook Street is a hazard and we need to address it first on a safety basis.

The Brook/Main Street will be performed by outside contractor. Andy asked about the transfer station improvements grouped in paving and wood recycling. Andy was tempted to not fund the Main and Hayward Project and to defer to next year. Then we don't need the \$50,000. Paulina said her concern was to have to re-study it again. Paulina said we leave the \$60,000 Brook Street and to take out the Hayward/Main Street Project funding. Dore' suggested we pick a piece at Hayward/Main to do in-house. It could put the \$150,000 on and do it in-house. We could also leave in Brook Street.

Paulina spoke about her difficulty in funding NARA and not the Senior Center. Andy suggested we reduce the NARA funding. He feels the changing rooms could be funded at \$150,000. ANDREW MAGEE -Moved to approve the Changing Rooms at \$150,000, the Community Shuttle at \$20,000, and to cut NPDES Compliance as well as to cut Camp Acton composting toilet request. PAULINA KNIBBE - second. UNANIMOUS VOTE

PAULINA KNIBBE asked that we fund the Hayward Road/Main Street at \$150,000 and Main/Brook Street at \$60,000. ANDREW MAGEE – Second. UNANIMOUS VOTE.

Master Plan Discussion – Lauren discussed the cut of \$10,000 and they felt that we would rely on volunteers to do it and you would get a mixed result. We would get a better plan with professionals. Lauren said that it was consensus and common focus and felt that \$20,000 was too deep a cut. Leave at \$90,000

LAUREN ROSENZWEIG – Moved to cut \$10,000 from Comprehensive Plan. ANDREW MAGEE – second. UNANIMOUS VOTE

ANDREW MAGEE – Moved to fund \$385,000 recycling at the Transfer Station.  
PAULINA KNIBBE – second. UNANIMOUS VOTE

Paulina wanted to invest in the Street Light Project. The payback was formulated when oil was at 60 dollars a barrel, and now oil is up to 108 dollars a barrel. The savings will support the project and payback could be doubled. It was noted that OLAC was concerned about the Nstar grant. The paper work has been submitted and it is a cost savings project going forward. We will save more than originally thought.

Dore' suggested in regard to Street Light project to do as much as we can with end of year monies.

Andy suggested we do the changing rooms at NARA Park with year end funds instead of the street lights.

Lauren would rather hold the street lights. CPC wanted assurance that we would be spending municipal monies. Dore' said that we always have trouble at the end of the year; the FinCom wants to put the money in Free Cash. Dore' feels the street lights are an adjustable project. We can't cut paving costs at the Transfer Station in the middle of the project.

Andy noted that we don't have any environmental projects included in this project list. Andy said we need a fire under the Environment Climate Group. Andy would rather see the streets light project carried forward and hopefully have year end funds for NARA changes. Lauren said that there is a type of lights that OLAC Committee wants to have installed.

ANDREW MAGEE – Moved to fund street lights over NARA improvements, the Street lights will go back in the budget and NARA to use any end of year funds.  
PAULINA KNIBBE – second. 3-1 Lauren Rosenzweig No.

Lauren said she wants to again, go on record that if we don't move on this North Acton Fire station project, we are taking a huge risk. Andy agreed.

LAUREN ROSENZWEIG – Move to put the North Acton Fire station project on a temporary hold while the deeds are researched. PAULINA KNIBBE second.  
Dore' said we will seed the lot and take the orange fence down. UNANIMOUS VOTE

Andy spoke about the Sewer meeting details and where we need to review.

ANDREW MAGEE - Steve suggested that we take \$7,000 out of Compensation Reserve. PAULINA KNIBBE – second. UNANIMOUS VOTE.

Steve spoke about removing the articles we are not going to support. Article 22 and 23, do we pull these articles or leave. Andy suggested Dore's budget presentation should show how we are cutting. Lauren wanted to be sure we addressed the employee situation.

Article 19 – deferred to recommended ANDREW MAGEE – Moved to Recommend. LAUREN ROSENZWEIG – second. UNANIMOUS VOTE

Article 21 Capital Improvements we leave the senior center in and make a presentation as to why we are not funding at this time.

Recommended at -0- and strike NDES Compliance.

Article 22, C& D struck ANDREW MAGEE – Moved to take out Camp Acton Projects. PAULINA KNIBBE –second. UNANIMOUS VOTE

Article 23 remove. LAUREN ROSENZWEIG – Moved to remove Article 23. ANDREW MAGEE – second.

Article 24 remove - LAUREN ROSENZWEIG – Moved to remove Article 24. PAULINA KNIBBE – second. UNANIMOUS VOTE

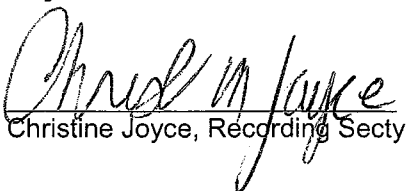
Article 25 ANDREW MAGEE – Moved to Approve. PAULINA KNIBBE, second, UNANIMOUS VOTE


Article 28, Motion to handle the proceeds and where the money comes from. Recommend that the Fire Aerial Ladder funded out of ambulance revolving fund, \$300,000 and to bond \$500,000. C&D say Ambulance will be cash out of ambulance revolving fund. Ladder Truck will be authorized for the bonding and a payment of \$300,000 and \$500,000 be bonded ANDREW MAGEE – Move to fund as noted above. LAUREN ROSENZWEIG – UNANIMOUS VOTE

The Board will Defer Social Worker Recommendation at this time.

Consent item retirement party for Dave Brown to comply with State Ethics we develop a gift account to handle the ticket payments. LAUREN ROSENZWEIG – Moved to create a Gift Account for Dave Brown's Retirement Party. ANDREW MAGEE- second. UNANIMOUS VOTE

Adjourned 10:00 a.m.

  
Christine Joyce, Recording Secty

  
Clerk, Board of Selectmen  
Date 12/17/2008



<b>TOWN OF ACTON</b>					
<b>REVIEW OF FY 2009 MUNICIPAL ALLOCATION</b>					
FY 09 - ALG ALLOCATION				\$23,614,000	
<u>ADD: EXCLUDED DEBT</u>					
APS				\$527,000	
MUNICIPAL				\$454,000	
PUBLIC SAFETY FACILITY				\$509,000	
<u>ADD: SBAB REIMBURSEMENT</u>				\$1,086,000	
<u>ADD: OTHER AGREEMENTS</u>					
DOUGLAS MODULAR				\$89,100	
DOUGLAS HEATING				\$37,822	
COPS IN SCHOOL				\$67,318	
TOTAL AVAILABLE ALLOCATION				\$26,384,240	
Less Operating Budget inclusive of Changes				-\$25,329,702	
Major Changes to Budget					
Veteran's Agent	\$	30,000			
Sunday Library Hours	\$	(5,000)			
Compensation Reserve	\$	(55,000)			
Health Insurance	\$	(157,000)			
Fire OT				\$21,000	
Legal				\$27,000	
275th				\$10,000	
Vets				\$30,000	
Mem. Library				-\$5,000	

[illegible]

<b>Non-Recurring Expenses from the New Programs, New Personnel and Capital Section of the Managers Budget Recommendation</b>						
<b>Community Infrastructure Improvements</b>						
					<b>Revised Amount</b>	
				\$ <b>385,000</b>	\$ <b>475,038</b>	Beginning in FY '09 Town will compost fields in lieu of fertilizer and insecticide. DEP is evaluating replacing hay bales with compost as erosion control. Will generate income from both equipment rental and compost sales.
				\$ <b>400,000</b>	\$ <b>475,038</b>	Committee will utilize currently appropriated funds to further its study.
				\$ <b>150,000</b>	\$ <b>325,038</b>	Intersection safety Improvement
				\$ <b>60,000</b>	\$ <b>265,038</b>	Intersection safety Improvement To be funded in FY 08 if money is available.
				\$ <b>257,000-</b>	\$ <b>265,038</b>	On-going initiative. Compliance with Federal and State Regulations. To be done in-house
				\$ <b>20,000</b>	\$ <b>245,038</b>	Address demand by under-represented constituency.
				\$ <b>95,000-</b>	\$ <b>155,038</b>	On-going initiative.
				\$ <b>90,000-</b>	\$ <b>90,000</b>	
				\$ <b>30,000-</b>	\$ <b>245,038</b>	
				\$ <b>400,000-</b>	\$ <b>155,038</b>	

Equipment/ Vehicles					
2nd Ambulance	Funded by Ambulance Funds	\$	200,000		
Ladder Truck	down payment \$300K; All funded by Ambulance Fund	\$	800,000	\$	300,000
Replacement Skid Steer Loader (Bobcat)		\$	27,000		
MDF - 200 Units for Fire Apparatus		\$	42,000		
Replace DPW Director's Vehicle		\$	26,200		
ESCO: Library HVAC, Town Hall -- Boiler, Underground Heating Oil Tank & HVAC controls, Treatment Plant Solar Panel Array, Other Municipal Building Energy Improvements, Weatherization of Town Buildings and Streetlight Conversion		\$	75,000		
Street Light Conversion	Added to ESCO Proposal Above	\$	125,000		
Sidewalk Snow Plow		\$	445,000		
Items to be Bonded					
Aerial Ladder Truck & Pumper	Total Cost \$1,115,000	\$	136,000		
Bond Cost Ladder truck 15 year life @ 5% to be funded by Ambulance Fund		\$	60,000		
Replace Snow Blower	Total Cost \$116,625	\$	13,606		
New Loader for Street Snow Blower	Total Cost \$200,000	\$	23,333		
Transfer From Ambulance Fund					
	Balance	\$	560,000		
		\$	(6,901)		



<u>Revolving And Enterprise Self-funding Projects</u>				
<u>(In alphabetical order)</u>				
<u>Project</u>	<u>Cost</u>	<u>Funding Source</u>		
Bridge Repair	\$ 400,000	Chap. 90	Necessary infrastructure safety improvements.	
Car # 3	\$ 25,000	Health Revolving & Enterprise Funds	Necessary equipment replacement.	
Replace Building Inspection Vehicle	\$ 25,000	Building revolving	Necessary equipment replacement.	

[illegible]

**BOARD OF SELECTMEN & SEWER COMMISSIONERS'**  
**SPECIAL MEETING AGENDA**

*Room 126*  
*March 13, 2008*  
*7:30 A.M.*

**I. CITIZENS' CONCERNS**

**II. PUBLIC HEARINGS AND APPOINTMENTS**

No Appointments

**III. SELECTMEN'S BUSINESS**

**1. ALG DISCUSSION AND WARRANT DISCUSSION**

Enclosed please find materials in the subject regard, for Board consideration.

**2. OTHER BUSINESS**

**IV. CONSENT AGENDA**

**4. CONFIDENTIAL REQUEST**

No material enclosed.

**V. TOWN MANAGER'S REPORT**

**VI. EXECUTIVE SESSION**

None required

**ADDITIONAL INFORMATION**

Enclosed please find additional correspondence that is strictly informational and requires no Board action.

**FUTURE AGENDAS**

To facilitate scheduling for interested parties, the following items are scheduled for discussion on future agendas. This is not a complete agenda.

MARCH 17, 2008

APRIL 7, PRE-TOWN MEETING

APRIL 28, 2008

# **BOARD OF SELECTMEN AND SEWER COMMISSIONERS' MEETING**

**March 3, 2008  
Acton Town Hall, Faulkner Hearing Room  
7:00 P.M.**

Present: Dore' Hunter, Lauren Rosenzweig, Andrew Magee, Paulina Knibbe, (sporadically by phone) and Peter Berry. The Town Manager, Steven Ledoux was present. Recording Secretary; Christine Joyce. The meeting was televised.

## **CITIZENS' CONCERNS**

None

## **OPERATIONAL MINUTE**

Steve updated the Board on Web site Policy. He spoke about the use of the web site as a Blog. The comments have been removed from the Web site and that there will be no opinions posted on the Web. Dore' felt we should reduce a policy to writing. A policy will be developed.

## **PUBLIC HEARINGS & APPOINTMENTS**

### **DONELAN'S SUPERMARKET AND GOULD'S PLAZA, RECOGNITION OF THEIR CONTINUING FUNDING OF THE FORTH OF JULY FIREWORKS AT NARA PARK.**

Marvin Gould was present to receive his award. Dore' noted what a boost it is to the community. Mr. Gould spoke on behalf of Donelan's Supermarket and how important that it is to the community. Mr. Gould and the Donelan's are happy to continue to contribute to the town in this way.

### **CHANGE OF LIQUOR MANAGER TO JENNIFER SHEA, QUAIL RIDGE COUNTRY CLUB**

Lauren Rosenzweig recused herself as she is a member of the club.

Jennifer said they have been serving only beer and wine. Their policy is that they be trained and be over 18 to serve liquor to the members. They have the liquor locked away. Dore' asked them to raise the age on checking identification up to age 30. Dore' expressed the importance of the license and having no one get intoxicated and over served.

Andy asked about TIP's training and hoped that they would see that the servers go to Alcohol training classes.

Peter asked about the outside parties. They do not allow them to bring in alcoholic beverages; the club retains the right to have their own servers serve alcoholic beverages.

ANDREW MAGEE – Moved to approve the change in Manager. PETER BERRY, second.  
UNANIMOUS VOTE

Board of Selectmen Special Meeting  
March 3, 2008]

## **SELECTMEN'S BUSINESS**

### **ALG/2008 TOWN WARRANT DISCUSSION**

Article BF Social Worker: Continue to Defer.

NARA Improvements AE: Lauren spoke about the Main Street Study and was in favor, but will still need to be deferred, and asked for more information for the next meeting. ANDREW MAGEE - Moved to approve the capital improvements including Hayward and Main and noted that the ALG plan moves forward they would be acceptable. LAUREN ROSENZWEIG – second. UNANIMOUS VOTE.

Peter asked about signs on the little island on the corner and noted they are dangerous. He suggested we ask the school to remove them until we have a safer place for them at a new location. Andy said if the sign is illegal take it home before we confiscate them. It was noted that we will review this at an upcoming Board Meeting.

Removing the Deputy Police Chief from Civil Service: Peter is in favor of this article. He feels that a position at this level needs the flexibility to work with the Chief doing what the Chief thinks is appropriate. Civil Service only allows employees who work in the local force to take the test for promotion. Peter feels the highest applicant should go through an Assessment Center. Andy was reluctant to vote for this since we don't have the alternative in place. The limitation is to local and we will not have much of a pool. Andy asked that if we pass this we implement the Assessment Center concept detailed by the Town Manager.

Steve spoke about his experience with the Assessment Center; it is much better than just a written test. Steve would always conduct an Assessment Center. PETER BERRY - Moved to recommend the article with condition that the BOS implement an Assessment Center. LAUREN ROSENZWEIG – second. UNANIMOUS VOTE

LAUREN ROSENZWEIG- Moved to recommend Article 32 and to recommend under each element of the CPC. ANDREW MAGEE – second. UNANIMOUS VOTE

Article 28 – Capital School Dept. Fire Aerial ladder and highway snow blower: Under each section be listed recommended. LAUREN ROSENZWEIG Moved – to Recommend. ANDREW MAGEE- second. UNANIMOUS VOTE.

### **BOARD OF REGISTRARS OF VOTERS APPOINTMENT, KATHERINE F. ARNOLD, TERM TO EXPIRE 6/30/11**

ANDREW MAGEE – Moved to appoint Ms. Arnold as Registrar of Voters. PETER BERRY – second. UNANIMOUS VOTE

### **ALEXAN UPDATE**

Peter noted that the ZBA opened the hearing and ZBA asked if it is legal to issue a 40B when there are no buildings or housing units proposed in Acton. Southborough was demanding units from Marlboro. They went to court and Marlboro did grant units to Southborough.

Peter said that the Board would like to see access through Concord. Peter felt that they could not safely build this project. They are proposing to improve the sight lines to allow traffic to go through at 25 miles per hour. Bruce Stamski wanted it to be increased to 40 miles per hour. Peter felt we needed to have some input into this development. Peter wanted to see all chiefs get together and resolve some issues: fire calls, ambulance calls, etc. The new plans show no sidewalk. Peter felt the sidewalks were critical to a project of this size. Mr. Howe of Concord BOS would like to meet with the Board. The Board discussed who should attend the meeting. Dore' spoke about the impact this project will have on our roads.

Lauren noted that TAC is still reviewing this. MAPC said it is critical to see if we can get money to have a shuttle which would reduce the overcrowding of our streets.

Andy noted he had received the information Peter sent, although he thought that in the Southborough issue it was denied and it was over-turned by the State Housing. Then the Town of Marlborough brought DHCD to court and they came to an agreement on the number of houses Southborough would receive from Marlborough.

Andy thought we could not arbitrarily down size a 40B. Peter asked if we should meet with Concord and express our reservations and ask for mitigation for us. Lauren and Peter will meet with Concord.

#### **BANNER POLICY REVIEW.**

Mr. Lock asked for a change in the banner policy to reflect the time away and they asked that the banner be hung. Dore' said it was an equitable change. DORE' HUNTER – Moved to approve the change in the policy to reflect return from a substantial time in a combat area. PETER BERRY- second. UNANIMOUS VOTE.

#### **SELECTMEN'S BUSINESS**

ALG - Dore' asked that he and Lauren be allowed to issue the compromise developed by Peter Ashton at ALG.

Andy would like to see us come to something that is agreeable to all. Andy was concerned about the debt and concern of NESWC, and monies back to free cash ending up in the schools budget as a non-reoccurring item. Andy said that the comment has been made that NESWC and Free Cash are the same animal, but Andy said, once we spend NESWC it is gone forever.

Andy noted that the most important thing in the budget is the parity issue and he will go to the floor for that.

Dore' asked for a consensus for Peter Ashton's compromise. He can't see us going into an override next year in this economic climate.

Lauren said we will need to look at our budgets next year at ALG. It was noted that FinCom is generating materials for next year.

Peter asked if we are still swapping the Free Cash for NESWC under Peter Ashton's Plan; Dore' felt not.

Peter asked about the Budget and the loaning of a million to the schools, and asked if we were still able to look at Free Cash and NESWC to lower the tax rate. Peter is in favor of not taxing "to the max." In times of recession he is in favor of keeping the money in the tax payers pocket as well as the government.

Dore' said that when we don't have any review outside of new growth; it is hard to get along with 2 ½ given the inflationary world we live in. The prudent thing to do is husband our resources and we need to adjust to live in a leaner government. This is a balance we need to work with.

Andy and Peter said that Lauren and Dore' should go to ALG with Peter Ashton's comprise.

## **OTHER BUSINESS**

Lauren spoke about the surveys that will be sent about the Comprehensive Plan. They will have a visioning meeting at the Parker Damon Building.

Lauren said the TIP will be out soon and Roland reviews and we will keep Bruce Freeman Rail Trail on the TIP

Lauren reported on the MAGIC Meeting.

Andy spoke about the meeting about sewers and financial issues in that regard - on Wednesday 12<sup>th</sup> at 7:00 pm at the COA Building

Peter said that they have finished the Cell Tower Bylaw and hopefully the final draft is what is in the bylaw.

Dore' reported his attendance at the Chinese function that was held at the school. They were very impressed and Dore' urged people to take advantage of the revised policy on Non-Alien Residents to serve on Boards and Committees.

Dore' spoke about the FETAG and the curb cut approval that was given.

Dore' noted the increase of e-mail from CAC members he is receiving from Concord and Lexington.

Paulina announced that a week from this coming Wednesday the Sidewalk Committee will be meeting in 204 to look at the first cut of sidewalks

## **TOWN MANAGER'S REPORT**

None


## **CONSENT**


ANDREW MAGEE – Move to accept the Consent Calendar with Extra item, Cable TV Committee appointment of Les Gerhardt. LAUREN ROSENZWEIG - second. UNANIMOUS VOTE

Board of Selectmen Special Meeting  
March 3, 2008]

## EXECUTIVE SESSION

Andrew Magee – Moved to go into executive session to discuss litigation and to come out of the Executive Session only to close this meeting. All AYES.

  
Christine Joyce, Recording Secty

  
Clerk, Board of Selectmen  
Date 12 May 2008



**BOARD OF SELECTMEN & SEWER COMMISSIONERS'**  
**MEETING AGENDA**

*Francis Faulkner Meeting Room*  
*Town Hall*

March 3, 2008

7:00 PM

**I. CITIZENS' CONCERNS**

**II. PUBLIC HEARINGS AND APPOINTMENTS**

**1. 7:02 OPERATIONAL MINUTE**

The Town Manager will provide a brief report on topics of interest.

**2. 7:10 DONELAN'S SUPERMARKET AND GOULD'S PLAZA, RECOGNITION OF THEIR CONTINUING FUNDING OF THE FOURTH OF JULY FIREWORKS AT NARA PARK**

No Materials Enclosed

**3. 7:20 CHANGE OF LIQUOR MANAGER TO JENNIFER SHEA, QUAIL RIDGE COUNTRY CLUB, 354 GREAT ROAD**

Enclosed please find materials in the subject regard, for Board consideration.

**III. SELECTMEN'S BUSINESS**

**4. ALG/2008 TOWN WARRANT DISCUSSION**

Enclosed please find materials in the subject regard, for Board consideration.

**5. BOARD OF REGISTRARS OF VOTERS APPOINTMENT, KATHERINE F. ARNOLD, TERM TO EXPIRE JUNE 31, 2011**

Enclosed please find materials in the subject regard, for Board consideration.

**6. ALEXAN UPDATE**

Selectman Berry will update the Board in the subject regard

No Materials Enclosed.

**IV. CONSENT AGENDA**

**7. ACCEPT GIFT, BOARD OF HEALTH**

Enclosed please find a gift of \$2,500.00 from Emerson Hospital to help fund the 2008 Wellness University Program, for Board consideration.

**8. ACCEPT GIFT, CITIZENS' LIBRARY**

Enclosed please find a gift of \$250.00 from the Citizen's Library Auxiliary to be used to purchase a homework table, for Board consideration.

**9. ACCEPT GIFT, CITIZEN'S LIBRARY**

Enclosed please find a gift of \$946.00 from the Citizen's Library Auxiliary, to be used to fund Tot Time, for Board consideration.

**10. ACCEPT GIFT, CITIZENS' LIBRARY**

Enclosed please find a gift of \$60.00 from Corrine Orcutt for the purchase of a Decorative fireplace screen, for Board consideration.

**11. OBSOLETE MATERIALS DISPOSAL, WEST ACTON CITIZENS' LIBRARY**

Enclosed please find materials in the subject regard, for Board consideration.

**12. OBSOLETE MATERIALS DISPOSAL, ACTON MEMORIAL LIBRARY**

Enclosed please find materials in the subject regard, for Board consideration.

**13. GARDEN CLUB PLANT SALE, REQUEST THE USE OF THE TOWN COMMON**

Enclosed please find materials in the subject regard, for Board consideration.

**14. IRON WORKS FARM REQUEST TO USE THE TOWN HALL PARKING LOT AND BOTTOM FLOOR, APRIL 21, 2008 FOR A TROLLEY TO AND FROM THE HOSMER HOUSE.**

Enclosed please find materials in the subject regard, for Board consideration.

**V. EXECUTIVE SESSION**

There will be a need for an Executive Session

No Materials Enclosed

**ADDITIONAL INFORMATION**

Enclosed please find additional correspondence that is strictly informational and requires no Board action.

**MINUTES PENDING VOTES**

February 25, 2008

**PENDING COMMITTEE APPOINTMENTS**

Mike Fisher, TAC, Les Gerhardt, Cable Advisory Committee, Antoinette Hersey, Associate Member, Conservation

**FUTURE AGENDAS**

March 17      April 7, Town Meeting Begins    April 28, 2008

**32. OBSOLETE MATERIALS DISPOSAL, WEST ACTON CITIZENS' LIBRARY**

Enclosed please find materials in the subject regard, for Board consideration.

**33. OBSOLETE MATERIALS DISPOSAL, ACTON MEMORIAL LIBRARY**

Enclosed please find materials in the subject regard, for Board consideration.

**34. SEWER PRIVILEGE FEE AGREEMENT, FAULKNER MILL REALTY, LLC, 4 HIGH STREET**

Enclosed please find materials in the subject regard, for Board consideration.

**VI. EXECUTIVE SESSION**

**ADDITIONAL INFORMATION**

Enclosed please find additional correspondence that is strictly informational and requires no Board action.

**MINUTES PENDING VOTES**

January 7, 2008, January 19, January 25, January 26, January 28, 2007,  
February 4, 2008

**PENDING COMMITTEE APPOINTMENTS**

Mike Fisher, TAC, Les Gerhardt, Cable Advisory Committee, Mr. teDuits, to fill the unexpired term of Charles Smith as Cemetery Commissioner

**FUTURE AGENDAS**

March 3 & 17      April 7, Town Meeting Begins